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Special
Supplemental
Food
Program
For Women,
Infants
& Children

**Migrant Demonstration
Project Guide**

APR 4 1978

U.S. DEPT. OF AGRICULTURE
FOOD AND NUTRITION SERVICE

Supplemental Food Program Division
Food and Nutrition Service
U. S. Department of Agriculture
FNS-175

ACKNOWLEDGEMENT

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Rules for acceptance and participation in this program are the same for all, without regard to race, color, age, sex, or national origin.

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TABLE OF CONTENTS

I. Introduction

II. Operation of the Project

- A. Description of How the Project Will Operate
- B. Verification of Certification Card
- C. Project Participation Log
- D. Use of the WIC Program Directory of Local Agencies
- E. Nutrition Education Package
- F. Food Delivery System
- G. Outreach and Transportation
- H. Commodity Supplemental Food Program

III. Where to Receive Assistance

IV . Appendix

Information on the National Association of Farmworker
Organizations and a List of Organizational Resources

I. INTRODUCTION

The WIC Program Migrant Demonstration Project is a result of the recognition of the high nutritional need among migrant farmworkers and their families, as well as recognition of the barriers to participation in the WIC Program which migrants experience.

The main objective of the Project is to provide funds to open or expand WIC Programs in areas which experienced a large influx of migrant farmworkers during the 1977 season. The second objective is to track migrant farmworkers as they move from Texas through the States participating in the Project and return again to Texas. The third objective is to experiment with innovative techniques for providing WIC Program services to a mobile population.

The tracking system should indicate to the Food and Nutrition Service (FNS) what services the migrant receive, where they are served, and where there are lapses in service. A separate evaluation conducted by an outside contractor will assess the effectiveness of the Project. The Migrant Project will provide FNS with information which will help FNS determine the best means by which to extend WIC benefits to migrant farmworkers and their families in the future.

The Migrant Demonstration Project will be completed on September 30, 1978, the date present WIC Program legislation expires. If legislation continues the WIC Program past September 30, 1978, the Project will be extended until December 31, 1978, in order to provide benefits to migrant participants as they return to Texas.

The Project will operate in a core of contiguous States in the mid-continent migrant stream. Selection of this stream was based on the following factors: unlike the California and Florida streams, migrants in the mid-continent stream generally travel with their families; this stream is the largest and probably the most underserved by the WIC Program; and, the majority of migrants in the stream live in Texas so that there is one primary home base State from which we can identify and enroll the migrant participants.

The States participating in the Project are: Texas, Colorado, Iowa, Kansas, Missouri, Nebraska, North Dakota, Illinois, Indiana, Michigan, Minnesota, Ohio and Wisconsin. Within these 13 States, State agencies were granted funds for use in counties which had a significant migrant impact and a need for a WIC Program. Some counties which already had a WIC Program were given funds if the migrant impact was high enough to warrant it and if the State agency believed that county needed additional funds to serve all potential migrant participants. All WIC

Program local agencies which serve migrants within these States, regardless of receipt of Migrant Project funds, will be participating in the Project. In addition to the funds USDA has provided for the Project, Community Services Administration has given FNS a grant for particular Project expenses such as travel, printing of Project materials and evaluation of the Project.

This Guide is intended to aid in the operation of the Project. The State agency may wish to write their own guides or provide addendums to this Guide in order to cover the particular situations of their State.

II. OPERATION OF THE PROJECT

A. Description of How the Project Will Operate

Participants who plan to migrate to another area within the States covered by the Project will receive a verification of certification card from their WIC local agency prior to leaving the area. Participants will retain the card throughout the Project in order to transfer their certification for the WIC Program.

The local agency staff will check the Directory of Local Agencies to determine if the area where the migrant family intends to work has a WIC Program. If there is a WIC Program, the staff member will give the participant the name and location of that local agency and will send the participant's certification form on to that agency. The participant will also get a copy of the Directory. The participant should be instructed to present the verification of certification card when applying for the Program in the new area. The local agency staff should also emphasize to the participant the importance of keeping the card in their possession as the card will help insure the participant's continuation on the WIC Program.

If there is no WIC Program in the area the family plans to move to, they will be asked if they plan to go to any other area to work. If so, they will be referred to the first area to which they are going that has a WIC Program. The migrant family will also be instructed to contact the farmworker organization in the new area if there is any doubt concerning the existence of a WIC Program.

When migrants arrive at a new local agency, they will present their verification of certification card, and they will be placed on the Program in the new area without additional certification if there are slots available.

The local agency official will collect from the participant any unused food instruments and return them to the issuing State agency. New food instruments will be issued according to the procedures at that local agency. The card will be used for a record of nutrition education progress and food issuance. A log will be kept on WIC services provided to all migrant participants at each local agency.

When the participant's family is ready to move, the local agency officials will refer the participant to a WIC Program in the new area by using the Directory of Local Agencies.

B. Verification of Certification Card

An historical problem which migrants in the WIC Program have experienced is the requirement for certification of WIC eligibility in each new location. Although the WIC Program Regulations permit State agencies to honor a certification of a migrant farmworker participant performed in other agencies, the use of the FNS-developed verification of certification card available under this Project will facilitate this transfer of certification.

Each verification of certification card has a unique, sequential number which is the participant's I.D. number. There are also cards which have no serial numbers for use as replacements or for continuation purposes when all space on the card is used. The card contains the participant's nutritional need criteria in the form of a code and the date the certification begins and ends. It has the certifying official's signature and the signature of the participant or his parent or guardian. The card also has information on nutrition education and food issuance.

The card will be issued by the local agency at the time certification is performed or just prior to the participant's departure if the participant is planning to migrate to a State which is participating in the Project. Cards should not be issued to participants who are going to States which are not in the Project. However, a participant moving within her home base State should receive a card.

The participant's certification form (but not medical record) should be sent ahead to the local agency where the participant was referred. This will provide the new local agency with necessary information on the participant. If possible the participant should also be provided with a copy of the certification form. However, in the event the certification form is lost in the mail or does not reach the local agency in time, the verification of certification card will be available as a backup information source. Some type of consent form authorizing the release of records should be signed by the participant to ensure that she is aware that her certification record is being sent and she approves its release.

For audit purposes, each local agency which serves a migrant participant in this Project must keep a record on that participant regardless of whether that local agency performs a certification for the participant.

Most verification of certification cards will be issued in Texas since this is the home base State of most migrants in the stream and most migrants will begin their participation in a Texas local agency. However, since some migrants will be coming from

areas in Texas which are not served by the WIC Program (or States other than Texas), they will be issued a card at the first local agency which they come into which is in the Migrant Project. Thus, all local agencies in the Project will have a supply of cards.

Local agencies will also have to issue cards to replace those that are lost. In those cases where the participant has lost her card and has left the area in which she was initially certified, she will advise the local agency official of where she first received the card, so that the local agency can be contacted to get the participant's I.D. number and other necessary data. A new card which does not have an I.D. number will be filled out for the participant with that participant's I.D. number recorded manually. If it is impossible to obtain the needed information to fill out a new card on the participant, and if the local agency does not have other verification of the participant's enrollment in the Program, the participant will have to be certified and a new card filled out for her.

If the migrant participant presents a card with erroneous or questionable data (for example, no nutritional need code or no local agency official signature) the official in the new local agency should attempt to supply or verify the information by contacting the local agency which issued the card. If the information can not be supplied or verified the migrant participant should be treated as a new applicant.

If information missing from the card does not raise questions as to the validity of the card, (for example, all information but nutrition education is on the card) the local agency official should complete the card as necessary.

Unfortunately, it is possible that some local agencies in the Project may be at maximum caseload. If a migrant arrives at the local agency which is at full caseload, there are three possible situations:

- 1) The migrant has a current certification but there is a waiting list of persons for the next available slots. In this case, the migrant receives priority over those on the waiting list because the migrant's current certification entitles her to receive first priority for WIC benefits. (Persons with valid certifications take precedence over uncertified persons.)
- 2) The number of migrants with valid certifications is greater than the slots available. In this case, the nutritional need priority system is applied to determine which migrant should be placed on the Program first.

- 3) The migrant has an expired certification. In this case, the migrant will be placed on the waiting list with other applicants and the nutritional need priority system will be applied to all those persons on the waiting list.

It is important that each migrant participant understand that possession of a verification of certification card does not guarantee continuation in the Program because of the situation described above.

Local agencies must understand that the verification of certification cards are accountable documents and must be safeguarded as any negotiable instrument. If cards are lost or stolen, the local agency must report the I.D. numbers to the State agency and the State agency must report this to the Regional Migrant Project Coordinator.

INSTRUCTIONS FOR COMPLETING VERIFICATION OF CERTIFICATION CARD

Birthdate

Self explanatory

Name

Self explanatory

Parent/ Guard.

Name of Parent or Guardian

State: County: City:

Record the State/County/City where the participant resides PERMANENTLY. In most cases this will be the State of Texas. Use the State and county code numbers which are listed in the Directory, and write in the city manually.

Clinic Official

The person performing certification signs his/her name here.

Part. Sign.

The participant or his/her parent or guardian signs here.

N. Ed. Assigned and Completed:

The official responsible for conducting nutrition education in the Program where the participant is initially certified fills out this portion of the card. The official circles each nutrition education module number for which he or she believes the participant should receive instruction (see following list of nutrition education module numbers). Once the participant completes a module, the official records the date.

If the official believes that the participant understands the material and needs no review or repetition the date is circled to designate successful completion of the module. However, if the official believes that the participant needs further review of the material, only the date is recorded. This will alert the next official providing nutrition education that the participant has received instruction on the module but has not completely mastered the material and needs review. Once the new official believes that the participant does understand the material, the date is circled.

Nutrition Education Module Numbers

1. Prenatal Nutrition
2. Snacking for Pregnant and Breastfeeding Women and Children
3. Breastfeeding
4. Iron
5. Vitamin A
6. Vitamin C
7. Calcium
8. Preparation of Infant Formula
9. Feeding the Very Young Baby
10. Introducing Solid Foods to Baby
11. Children - Preschool Nutrition

Certification Record

1. Need _____ Start _____ End _____
2. Need _____ Start _____ End _____

This portion of the card is where all certification data is recorded. Space is provided for the first and second certifications. In the blank next to "Need" the code for the nutritional need factor of the participant is recorded (see the following list of nutritional need codes). In the blank next to "Start" the date of certification is recorded. In the blank next to "End" the date the certification expires is recorded. In the case of the pregnant women, the "end" date would be an estimate of her date of delivery plus six weeks postpartum.

Nutritional Need Codes

1. Underweight
2. Overweight
3. Inadequate weight gain during pregnancy or irregular rate of gain
4. Hematological criteria
5. Medical condition which is affected by dietary intake
6. High risk pregnancy or history of high risk pregnancy
7. Infant (under 6 months) of a WIC participant
8. Breastfeeding mother whose infant is at nutritional risk
9. Inadequate dietary pattern
10. Possibility of regression in nutritional status

Date of Food
Issuance

Local Agency
Number

Each time food instruments are issued to the participant, the date of issuance is recorded under the "Date of Food Issuance" column, and the State and local agency code number (which is listed in the Directory) is recorded under the "Local Agency Number" column. If the 12 lines provided for recording food issuance are completely used, attach one of the cards which bears no serial number to the back of the completed card so the record of food issuance can be continued.

Remarks:

This block is intended for any comments the local agency officials may wish to record regarding the special circumstances of the participant. It could be used to describe any special foods that the participant requires or to further elaborate on the nutritional need condition of the person. Also, if the local agency issued more or less than one month's worth of food instruments, this should be indicated in the remarks section.

Example of a Completed Verification of Certification Card

WIC Program

Verification of Certification

Birthdate 7/10/76 # 15,159

Name Julio Perez

Parent/Guardian Elda Perez

State 48 County 215

City Edinburg

Clinic Official E. Wharton

Part. Signature Elda Perez

N. Ed. Assigned & Completed: 7

1. _____	7. <u>5/20/78</u>
2. _____	8. _____
3. _____	9. _____
4. <u>4/1/78</u>	10. _____
5. _____	11. _____
6. _____	

FRONT

Completed
Nutrition
Ed. Module

Nutrition
Education
Modules
Assigned

Nutrition education
module given, but needs
review

Nutrition Education
Modules Assigned

Certification Record

Nutritional
Need Factor
Code

1. Need 1 Start 2/12/78 End 8/12
2. Need _____ Start _____ End _____

Date of Food
Issuance

Local Agency
Number

2/12/78

48-032

3/10/78

39-037

4/1/78

26-013

5/1/78

26-013

BACK

State Code

Local Agency Code

Special
Condition

Remarks: Milk allergy

C. Project Participation Log

Each local agency will maintain a monthly project participation log which records information on each migrant participant in the Project. The information on the log will correspond to the data recorded on the verification of certification card. The log will be submitted to the State agency by the 7th day of the next month and forwarded to the FNS Regional Office WIC Program by the 15th day of that month. For example, the log kept for the month of April is due to the State agency by May 7th and to the Regional Office by May 15th. The local agency should complete the log in triplicate using carbon copies or a copier. The local agency will submit the original log and one copy to the State agency. The State agency will submit the original to the FNS Regional office and retain one copy. One copy remains at the local agency.

INSTRUCTIONS FOR COMPLETION OF THE PROJECT PARTICIPATION LOG

Reporting Period Ending: Actual date of the last day in the month in which data is recorded on the log.

State: State code from the Directory

Local Agency: Local agency code from the Directory

Name: Name of migrant participant

I.D. #: Identification number of the migrant participant as it appears on the verification of certification card

Birth Date: Birth date of the migrant participant (this will indicate if the person is a woman, infant or child)

Certification: The certification block has three blocks for entries, "Date - Cnty - St". In the first block, "Date", record the date the person is certified at that local agency or, if this is the first time a verification of certification card is being filled out for the person, the date of the most recent certification. In the second and third blocks, "County - State", an entry is made only when a verification of certification card is issued. At this time the county and State code (from the Directory) of that participant's permanent residence is recorded. Do not fill in the county and State where a certification is performed; these blocks are only intended for one entry at the time a participant first receives a verification of certification card.

Term: Record "T" for termination when a participant is terminated from the Program because the participant is over the age limit, no longer in nutritional need or is terminated because of Program abuse.

Food Issuance Date: Record the date on which supplemental foods were issued to the participant.

Educ. Module Date: Enter the date on which the education module was successfully completed at this local agency.

Educ: Enter the number (1-11) of each education module successfully completed at this local agency.

Waiting list date: Record the date the participant was placed on a waiting list at this local agency.

Remarks: Record any other pertinent information on the participant.

Important: If the participant has lost a card and is being issued a replacement card with a new I.D. number, in the Remarks block record the approximate date on which the participant received the first card and the State and local agency where the card was issued. This will enable FNS to check past logs to locate the previously issued number so reports can be adjusted to reflect that participant's true activity in the Project.

The local agency official responsible for submitting the log should sign and date the completed log before submitting copies of the logs to the State agency.

In review, the blocks entitled "Name", "I.D. #" and "Birth Date" and one or more of the remaining blocks will always be filled out when a migrant participant attends the local agency to receive WIC services. On the block "Certification--Date" the date of certification is recorded when a certification is performed, or when a card is being filled out for the first time, the most recent certification date is recorded. "Certification--Cnty--St" is completed only when a card is first filled out and is to designate the county and State of the participant's permanent residence, not where they currently reside.

How the Project Participation Log will be Used

The log will be tabulated in Washington, D.C. by the Automated Data Processing (ADP) Division of FNS. Based on log data, the ADP Division will be able to generate reports that are needed in the evaluation of the Project. It is extremely important that accurate, legible logs be kept as the data will be key-punched directly from the logs. The monthly reports which will be generated are as follows:

1. Total number of participants who were issued food.
2. Total number of participants who completed a nutrition education module.
3. Total number of participants who were certified.

4. Total number of participants who were placed on a waiting list.
5. Total number of participants whose certifications were terminated because of ineligibility.
6. Total number of participants who have participated continuously in the Project (participants who are issued food each month).
7. Total number of new participants (participants who are issued food for the first time).
8. Total number of participants who are not participating in the reporting month (participants who were issued food in the previous month or months but were not issued food in the reporting month).
9. Total number of participants who are participating in the reporting month after a lapse in participation in another month. (Participants who were issued food in the reporting month but had not participated continuously prior to the reporting month; i.e. issued food in January, not issued food in February, issued food in March).
10. In June and September (or December if the WIC Program legislation is continued) a list will be provided indicating all participants by identification number and code numbers of the State and local agencies where these participants received WIC services.
11. Each of the counties listed as a permanent residence and the number of participants from those counties will be shown. For example, 1,000 participants may have a permanent residence in Hidalgo County, Texas. This will help indicate what areas in the home base State need WIC Programs.

Project Participation Log

Reporting Period Ending

State 26 (7-8)

013 (9-11)

Name	I.D#	Birth Date	Certification Date Qty St	T B M	Food Iss Date	Educ. Module Date	F B C	Waiting List Date	Remarks
12-40	41-45	46-51	52-57 58-60 61-62	63	66-69	70-74	75	76-80	
Julio Perez	15,159	7/10/76			4/1	4/1	11		
Elda Mercedes	22,897	12/24/53	4/1/78 189 48		4/1	4/1	1		
Maria Sanchez	22,898	5/8/56	2/18/78 06		4/19	4/19	3		Was WIC participant in California
Thomas Baca	20,001	4/3/73		T					Reached his 5th birth-day
Grace Morena	22,899	9/11/77	4/20/77 323 48		4/20				Reissue-Old card issued in Jan. at Maverick Cray, TX
Jose Hernandez	15,759	7/10/76			4/20				
Steven Craig	16,785	6/29/75						4/20	
									Rosa Mendez, RN 1-28-78

EXPLANATION OF THE PROJECT PARTICIPATION LOG

The sample log is a list of hypothetical entries for the period April 1-28, in the WIC Program at the Health Delivery, Inc. in Michigan.

Following is an explanation of the entries made on each participant on the sample log.

Julio Perez

Julio participated in the WIC Program at the Hidalgo County Health Department in Texas. He received his verification of certification card there before his family came to Michigan. When his mother presented Julio's card at Health Delivery, Inc., he was put on the WIC Program and issued food on 4/1/78. His mother successfully completed nutrition education module #11 -- Children-Preschool Nutrition on 4/1/78.

Elda Mercedes

Elda became pregnant while traveling upstream. She came to Health Delivery, Inc. to receive prenatal care and to see about getting on the WIC Program. She was certified for WIC on 4/1/78, and a verification of certification card was completed for her. She permanently resides in Hale County, Texas (County code 189, State code 48). Elda was issued food on 4/1/78 and also successfully completed nutrition education module #1 -- Prenatal Nutrition on 4/1/78.

Maria Sanchez

Maria became pregnant and participated in the WIC Program in California. She is now breastfeeding her baby. When Maria arrived in Michigan, she was referred by a farmworker organization to Health Delivery, Inc. to apply for the WIC Program. She had a certification form with her from the WIC Program she attended in California that stated she was certified for WIC on 2/18/78.

Health Delivery, Inc. put Maria on the WIC Program and issued her a verification of certification card as Maria planned to migrate again before returning to California. As Maria was from a State not participating in the Migrant Project, only her State of permanent residence, California, is entered on the log (State code 06). Maria was issued food on 4/19/78, and successfully completed nutrition education module #3 -- Breastfeeding on 4/19/78.

Thomas Baca

Thomas was a WIC participant at Health Delivery, Inc. and had received a verification of certification card in Texas before he came to Michigan. Since Thomas reached his fifth birthday on 4/3/78, he was no longer eligible for WIC. Therefore, a "T" was entered on the log to indicate that Thomas was no longer a WIC participant because of ineligibility.

Grace Morena

Mrs. Morena brought her daughter Grace into Health Delivery, Inc. to see if Grace could be put on the WIC Program. Grace had participated in WIC at the Maverick County Child Health WIC Program and had received a verification of certification card there. However, the card was lost enroute to Michigan.

The WIC Official at Health Delivery, Inc. was unable to contact the Maverick County Child Health WIC Program to obtain data and an I.D. # on Grace. Consequently, Grace was certified again and a new verification of certification card was completed for her. A note was made in the "remarks" block on the log that this was a reissued card, and that the first card had been issued in Maverick County sometime in January, 1978.

On the log, the codes for the county and State of permanent residence (Maverick County, Texas--323 48) was recorded, food was issued on 4/20/78, and nutrition education module #9 -- Feeding the Very Young Baby was given but not successfully completed, so no log entry was made in the nutrition education blocks.

Jose Hernandez

Jose was a WIC participant at Health Delivery, Inc. in the previous month. His participation in WIC at Health Delivery, Inc. is expected to continue through the next month, so food was issued to him on 4/20/78. Since his mother successfully completed nutrition education module #11 -- Children-Preschool Nutrition last month, no nutrition education was given for April.

Steven Craig

Steven was a WIC participant in Texas and received a verification of certification card there. When his family came to Michigan, Mr. & Mrs. Craig brought Steven to Health Delivery, Inc. to enroll him in the WIC Program. Unfortunately, Health Delivery, Inc. had no more WIC caseload slots available and had to put Steven on a waiting list on 4/20/78.

Ms. Rosa Mendez, the WIC Program Official at Health Delivery, Inc. reviewed the log for accuracy, and signed and dated the log before sending the original and one copy forward to the Michigan State agency.

D. Use of the WIC Program Directory of Local Agencies

The Directory is divided by State, counties, local agency and the counties served by each local agency. Participants will receive a copy of the Directory at the local agency which issues them a card.

This Directory was developed to: (1) Assist local agencies in the Project to identify those areas where migrating families can obtain the WIC Program and ongoing health services as they move through the stream; (2) Provide the State and local agency code numbers needed for the verification of certification card and the Project Participation Log; and (3) Provide the phone numbers of each participating WIC local agency so that that agency can be contacted when information is needed.

Prior to the participant's departure from the local agency which issued the card, the local agency official will ask the participant where her final destination will be. The official will look up the areas where the participant is moving in the Directory and if a WIC Program exists there, she will refer the participant to that agency. The official will send her certification form forward to that agency. The participant will be given a copy of the Directory so she will know about the existence of a WIC Program wherever she goes. The Directory also lists agencies which operate a Commodity Supplemental Food Program.

If there is no Program in the immediate county where the participant is moving, the local agency official should see if a Program exists in a neighboring county and refer the participant to that local agency.

Each local agency will need a U.S. Road Atlas because the Directory lists local agencies only by county and often the participant will only know the city or town rather than the county where she is going. Thus, the county in which the town is located will have to be ascertained from the map in order to properly refer the participant.

The Directory can also be used in advising the participant of several local agencies which are located enroute to their destination upstream.

Example

A participant notifies the local agency in Texas that her family plans to move to Illinois. When the participant is questioned further, the WIC official learns that the participant will eventually be living outside of Danville, Illinois. When the official checks the map, she finds that Danville, Illinois is located in Vermilion County. Checking the Directory she will find that the local agency in Vermilion County is called the Vermilion County Health Department. It will also be noted that the Directory has a cross reference for local agencies, i.e., under Vermilion County, the Directory indicates "See Cook County". finding Cook County in the Directory, she will see that of the four local agencies listed, one is the Illinois Migrant Council. Although the local agency is located in Chicago, we find that Kankakee, Ogle, Peoria, Vermillion, and Will Counties are all served by the Illinois Migrant Council. The participant will be referred to the Illinois Migrant Council as this agency specializes in serving migrant farmworkers.

E. Nutrition Education Package

The nutrition education package is comprised of different nutrition education lessons or modules which have been designed specifically for each of the target groups -- pregnant and breastfeeding women, infants and children. In order to suit the unique circumstances of the migrant family, the modules have a short term, intensive focus which provides the most essential information. As the modules are intended to provide basic nutrition education concepts, State and local agencies may wish to supplement the modules with other nutrition education materials which they have found to be successful with migrant participants.

The nutrition education package is a series of flip charts which consist of illustrated nutrition lessons with an instructor's text in Spanish and English on the back of the illustrated page.

The official responsible for nutrition education in the local agency where the participant first receives her verification of certification card should determine which of the modules the participant needs to complete, based on knowledge of the participant's health status. The modules the participant needs instruction in should be circled on the verification of certification card. This will indicate to the next local agency the modules in which the participant needs instruction. When a module is completed, the date should be recorded next to the module number and circled. If the date next to the module number is not circled, this indicates to the next local agency that the module has been given to the participant but the participant did not grasp the material and the module should be reviewed.

A copy of the nutrition education package will be distributed by the State agency to all local agencies participating in the Project. Instructions on how to use the modules are included in the package and the package is designed for use by paraprofessionals in case a nutritionist is not available to present the module.

F. Food Delivery System

When a participant arrives in an upstream local agency, or is returning to the home base State, the local agency should collect any unused food instruments which the participant may have in her possession. All food instruments should be voided and mailed back to the issuing State agency or local agency listed on the food instrument. If there is no address on the instrument, the addresses for all State and local agencies can be found in the Directory. Such food instruments are treated as expired, unredeemed food instruments. If any food instruments are reported as lost this should be noted and also sent to the issuing State agency. The collection of unused food instruments is important in aiding the issuing State in their reconciliation of issued food instruments.

When issuing food instruments, the local agency should take into account (1) last date of certification, and (2) the amount of food to be issued based on the participant's needs. When a participant turns in food instruments, the local agency should issue at least an equivalent amount of food instruments or supplemental foods to that participant.

The local agency will need to inform the migrant participant about the operation of their food delivery system since there will be differences from State to State.

G. Outreach and Transportation

Outreach efforts are necessary to ensure that all potential migrant WIC participants are aware of the availability of the WIC Program. By the word "outreach" we mean promotional efforts designed to encourage eligible potential participants to enroll in the WIC Program. Examples of allowable outreach activities include posters, brochures, displays in public places, speakers at meetings, and advertisements in local newspapers or on radio and television. Unallowable outreach activities include paying a firm providing outreach services a flat rate per participant certified at the local agency.

Outreach efforts will be initiated in Texas, the home base State, but all State agencies participating in the Migrant Project must conduct outreach as the migration season begins. Major outreach emphasis must be placed in those areas where new WIC projects are being opened.

Local farmworker organizations and migrant councils are an important resource for assistance with outreach efforts. These organizations are familiar with the migrant lifestyle and the areas in which the migrants reside. Often migrants contact farmworker organizations or migrant councils when they move to a new area. Thus, the farmworker organization can provide a valuable communication line to migrants. When these groups provide outreach services, it is important to keep them informed of WIC Program caseload slot availability if the local agency is close to maximum participation levels. The Appendix to this guide provides a list of local farmworker organizations.

One problem which migrants may experience is lack of transportation to the local agency for food instrument pick-up or to the retail outlet for food instrument use. Since transportation is not an allowable administrative cost under the WIC Program, the local agency should aggressively pursue avenues under which an outside agency could provide transportation for migrant participants who need this service. Churches, nonprofit social service agencies, farmworker organizations and other groups are often willing and able to provide such services. If there are no outside groups or agencies available to provide transportation to migrant participants, and if an FNS person is working at the local agency, that person may be able to make arrangements for transportation services.

If it is impossible for the local agency to overcome barriers to a transportation problem through the above methods, this information should be passed on to the State agency so the Regional Migrant Project Coordinator can be contacted.

H. Commodity Supplemental Food Program

Some counties in the participating States which do not have a WIC Program do have a similar feeding program called the Commodity Supplemental Food Program (CSFP). The CSFP has the same basic target population as the WIC Program, but it provides food directly to participants rather than through a food instrument redeemed through a retail outlet. The food package provided by CSFP varies from the WIC foods slightly, as foods provided are USDA commodities.

If the migrant participant is moving to an area with a CSFP, she should be referred to that program. Her verification of certification card will be accepted there if there are caseload slots available. The CSFP will also fill out Project Participation Logs. Addresses of CSFP projects are listed in the Directory.

III. WHERE TO RECEIVE ASSISTANCE

If the local agency officials encounter problems with any phase of the Migrant Project, they should contact the State agency. The State agency should feel free to contact the Regional Migrant Project Coordinator whenever necessary. Likewise, if the local agencies need additional copies of any of the Project materials, they should contact the State agency and the State agency should contact the appropriate Regional Migrant Project Coordinator. The Coordinators are:

Midwest Regional Office

Herb Wickstrom, Midwest Region
Food and Nutrition Service
536 South Clark Street
Chicago, Illinois 60605
(312) 353-6667

State under Jurisdiction

Illinois
Indiana
Michigan
Minnesota
Ohio
Wisconsin

Mountain Plains Regional Office

Rafael Zambrano, Mountain Plains Region
Food and Nutrition Service
2420 West 26th Avenue, Room 430-D
Denver, Colorado 80211
(303) 327-5836 (FTS Telephone Number)
(303) 837-5836

Colorado
Iowa
Kansas
Missouri
Montana*
Nebraska
North Dakota
South Dakota*
Utah*
Wyoming*

Southwest Regional Office

Ted Hitt, Southwest Region
Food and Nutrition Service
1100 Commerce Street, Room 5-C-30
Dallas, Texas 75242
(214) 749-2801

Texas
Arkansas*
Louisiana*
New Mexico*
Oklahoma*

* Not participating in the Migrant Project.

The National Office Migrant Project Coordinators are:

Jane McNeil and Debbie McIntosh
Supplemental Food Programs Division
Food and Nutrition Service
U.S. Department of Agriculture
Washington, D.C. 20250
(202) 447-8421 or 447-8422

IV. APPENDIX

Information on the National Association of Farmworker Organizations and a List of Organizational Resources

The National Association of Farmworker Organizations (NAFO), created in 1973, is a national coalition of farmworker-governed community-based organizations. The organizations are committed to advocating on a full-time basis for the protection of the civil and labor rights, and for the development of activities and programs for the benefit of migrant and seasonal farmworkers.

NAFO's major activities center around Labor and Civil Rights; Health; Food and Nutrition; Energy and Weatherization; Education; Immigration; Housing; OSAH; FLCRA; CETA; Off-Shore Labor; Pesticides; Rural and Economic Development; Employment Services; and Data/Census.

NAFO is built on the strength of local farmworker organizations. Regarding food and nutrition activities, NAFO works with the Farmworker Community Food and Nutrition Program (CFNP) conduits. There are seven conduits nationwide which have local subcontractors and an established communication network. The following list identifies some of the local subcontractors and other groups concerned with migrants, and gives the addresses and jurisdictions of CFNP conduits which cover the States included in the WIC Program Migrant Demonstration Project.

CFNP Farmworker Conduits

1. The Minnesota Migrant Council
1850 Highway 23 East
P.O. Box 1213
St. Cloud, Minnesota 56301

States Covered:

Iowa, Indiana, Illinois, Minnesota, Missouri, Michigan, North Dakota, Ohio and Wisconsin.

2. Associated City-County Economic
Development Corporation of
Hidalgo County
314 S. Closner-POB 1189
Edinburg, Texas 78539

States Covered: Texas

3. Idaho Migrant Council
415 So. 8th Street
Boise, Idaho 83706

States Covered: Kansas, Nebraska and Colorado.

FARMWORKER ORGANIZATIONS AND OTHER GROUPS CONCERNED WITH MIGRANTS LOCATED
IN THE PROJECT STATES.

MIDWEST REGION

Illinois

Bob Munoz, Exec. Dir.
Illinois Migrant Council
202 So. State St. Suite 1500
Chicago, Illinois 60604

Indiana

AMOS
2802 N. Delaware
Indianapolis, Indiana 46205

Michigan

Sister Pat Drydyk
Farmwork Ministry UFW
P.O. Box 10206
Lansing, Michigan 48901

Minnesota

Migrants In Action
1162 Selby Avenue
St. Paul, Minn. 55104

United Migrants for Opportunities
Inc.
908 W. Jefferson Street
Gran Ledge, Michigan 48831

Minnesota Migrant council
1850 Highway 23 East
P.O. Box 1231
St. Cloud, Minn. 56301

Ohio

La Raza Unida de Ohio
5340 E Main Street, Suite 200
Oliver Building
Columbus, Ohio 43213

Wisconsin

United Migrant Opportunity
Services, Inc.
112½ Spring Street
Beaver Dam, Wisconsin 53916

Ohio Migrant Legal Action Program
105 N. Main Street
Bowling Green, Ohio 43402

La Clinica de Los Campesinos,
Inc.
Gaudalupe Health Center
W. Prairie Street
Endeavor, Wisconsin 53930

MOUNTAIN PLAINS REGION

Colorado

Colorado Migrant Co.
655 Grant Street
Denver, Colorado 80203

Colorado Migrant Council
7905 West 44th
Wheatridge, Colorado 80203

Colorado Rural Housing
Development Corporation
119 Bridge Street
Brighton, Colorado 80601

Plan de Salud del Valle, inc.
1190 Denver Avenue
Ft. Lupton, Colorado 80621

Juan Espinosa
Producuenes Estrella Roja
2407 West 14th Street
Pueblo, Colorado 81004

Colorado Rural Legal Services
12 East 4th
La Junta, Colorado 81050

CMC Day Care Center
710 West Oliver
P.O. Box 1242
Lamar, Colorado 81052

Jose Herrera
1209 Swink Avenue
Rocky Ford, Colorado 81067

Clinica del Valle
405 North 12th Street
Rocky Ford, Colorado 81067

Iowa

Migrant Action Program
P.O. Box 778
Mason City, Iowa 50401

Kansas

Dr. Mary Estrada
Los Cinco Pueblos, Inc.
P.O. Box 84
Bonner Springs, Kansas 66012

Missouri

Rural Missouri, Inc
P.O. Box 204
Jefferson City, Missouri 65101

North Dakota

North Dakota Migrant Council
101 N. 3rd Street
Grand Forks, N.D. 58201

SOUTHWEST REGION

Texas

ACCEDC of Hidalgo Co.
P.O. Box 1198
Edinburg, Texas 78539

Texas Rural Legal Aid
305 E. Jackson St. #206
Harlingen, Texas 78550

Texas (continued)

Juarez Lincoln Center
715 First Street
Austin, Texas 78701

United Farm Workers, AFL-CIO
P.O. Box 15415
Houston, Texas 77020

Manpower Education & Training,
Inc. (MET)
165 East Houston Street
Cleveland, Texas 77327

Texas Migrant council
2220 East Street
P.O. Box 917
Laredo, Texas 78040

Economic Opportunities
Development Corporation
P.O. Box 9326
San Antonio, Texas 78221

Mission San Francisco
de la Espad
Rte 12-Box 173
San Antonio, Texas 78221

SW Migrant Association
2327 Castroville Road
San Antonio, Texas 78237

Texas Farm Workers Union
Rte. 1, Box 149-B
Alamo, Texas 78516

Su Clinica Familiar
308 S. 3rd Street
Harlingen, Texas 78550

Community Action Council
of South Texas
Drawer S., 420 Main St.
Rio Grande City, Texas 78582

Antonio Orendain
P.O. Box 876
San Juan, Texas 78589

Colonias Del Valle, Inc.
P.O. Box 907
San Juan, Texas 78589

Zavala County Health Association
308 South Third Avenue
Crystal City, Texas 78839

Chicanos Unidos-Campesino
P.O. Box 588
Muleshoe, Texas 79347

